

**City of West St. Paul
City Council Meeting Minutes
April 24, 2017**

1. Call to Order

Mayor Jenny Halverson called the meeting to order at 6:30 p.m.

2. Roll Call

Present: Mayor Jenny Halverson and Councilmembers John Bellows, Anthony Fernandez, Ed Iago, Dave Napier and Dick Vitelli. Councilmember Bob Pace had an excused absence.

Others present: Interim City Manager Ryan Schroeder, Community Development Director Jim Hartshorn, Assistant Community Development Director Ben Boike, Police Lt. Brian Sturgeon, Finance Director Joan Carlson and City Clerk Chantal Doriott.

3. Pledge of Allegiance

4. Adopt the Agenda

Remove the Open Council Work Session Minutes of April 10, 2017 to define the committee process in more detail.

Motion was made by Clpn. Bellows and seconded by Clpn. Iago to approve and adopt the agenda as presented. All members present voted aye. Motion carried.

5. OCWS Briefing

Mayor Halverson gave an overview of the council work session held prior to this meeting. The following items were discussed:

- City Manager Search Process update by consultant Jim Miller. The city has received many applications and these will be reviewed and processed for possible interviews.
- Renaissance Plan Update – Andrew Dresdner and Ben Boike gave a presentation.

6. Citizen Comments

Ronald P. Woelfel lives at 162 East Butler Ave. and is legally blind and has found audible lights at intersections to be very useful. He would like to see cities come together and use these light poles that give audible cues to the walker. Mayor Halverson told Ron that staff will look into this technology.

7. Council Comments

Mayor Halverson said there is an Arbor Day event at Garlough from 5:00 to 7:00 p.m. with a tree planting at 7:15 p.m. Everyone is welcome and invited to attend.

Clpn. Napier thanked the Parks and Rec Advisory Committee for initiating and preparing the Easter Egg hunt. There was a torrential downpour that day with approximately 800 people in attendance. Staff did a great job. Hats off to staff and the Park and Rec department and a special thank you to the sponsors as well.

Clpn. Iago received a couple of emails from constituents who would like to volunteer on the Yellow Ribbon committee. Anyone interested can contact Sherrie Le or Clpn. Iago at 651-552-4100. Also thanks to the Inver Grove Heights police department for the South Metro Fire Department recognition dinner. Lastly, we had the April 14th WSP Celebration kick-off dinner and it's a fundraiser. There was an auctioneer in full police uniform – Officer Pat McCarty. He did his duties with class and dignity and he even auctioned off himself and raised a lot of money. A special thank you to him for his masterful way of auctioning and this great community fundraiser.

Clpn. Vitelli said if anyone is so inclined - please call the Governor's Office or Senator Matt Klein or Representative Rick Hansen. We need them to offer funds for our Robert street project.

Clpn. Bellows said we are embarking on two years' worth of street improvements this year and it will create some consternation in some neighborhoods. He spoke with the staff that are in charge of the project and they are following a plan and are trying to let the neighbors know ahead of time what is being done on various streets. There will be lots of work this year and if there are questions you should call the engineering department or you can call Clpn. Bellows at 651-552-4100. They are really making an effort to work with the neighbors.

8. Proclamations, Presentations and Recognitions

A. Code Enforcement & Rental Inspection Presentation

Assistant Community Development Director Ben Boike and Building Official Dennis Schilling gave a presentation on the city's rental license inspection and code enforcement policies and practices.

Director Boike said the program refresher includes code issues, review of the code process and the current code.

The following code issues were mentioned and discussed and also reviewed via photos:

- Open storage including junk
- Grass, weeds, ice and snow removal
- Inoperable vehicles
- Building maintenance issues – paint, siding removed, windows, shutters off, etc.

- Fence and retaining walls in disrepair
- Litter and trash cans in disrepair or overflowing
- Hoarding which seems to be increasing. This is an internal issue and the calls we get are usually odor or the police may get a call and find out about these homes. We look at the health and safety of the homes and those living there; we try to work with them directly to see results.

Code procedures include the following:

- Complaint reviews or violation found by staff is given via hotline or email which is considered private data.
- A case is opened and an investigation ensues. The city notifies the property owner to fix the issues. Ticket numbers are used to keep the procedure running smoothly. We try to work directly with the property owner.
- Eventually a reinspection is done. If the issue is not fixed a citation is issued. This may include Office of Administration Hearing and / or possibly abatement costs.

Building Official Dennis Schilling gave an overview of rental inspection process

- Council viewed mold, mildew and other items that this dept. sees regularly upon inspections.
- When he first started there was no consistency in the process, there was no communication, there was no accountability from staff of the property owner and there was no definition to the code.
- In the last couple of years the new process includes: IPMC definitions to the code, we have a housing inspector on staff, there is consistent internal and external communication and we now have accountability through our database record.

Comments:

- When a person does a rental inspection to the home – how is that process started? It happens during a routine inspection or on a complaint basis. A process list is used to establish compliance which is usually met because the rental license is in jeopardy.
- Code enforcement is usually driving around the city and is not a face to face confrontation. Clpn. Iago is wondering why someone would not go up to the door and maybe have a conversation or hand out a pamphlet. Mayor Halverson said maybe there are safety issues. Director Boike said when you are dealing with a rental license you are required to get an inspection. With code violations people are not usually happy with an inspection. These issues are time sensitive and safety is involved. We have discussed in the past doing a handout and this can be discussed more with staff.

Mayor Halverson and Councilmembers thanked Mr. Schilling and Director Boike for the presentations and explanation of certain processes and procedures.

9. Consent Agenda

- Previous Meeting minutes of April 10, 2017
- Council Report - City Licensing

- C. February 2017 Financial Reports
- D. List of Claims
- E. Approve Increase to Interfund Loan
- F. Approve Transfer of Funds
- G. Rental Licensing

Motion was made by Clpn. Vitelli and seconded by Clpn. Napier to approve the consent agenda as presented above. All members present voted aye. Motion carried.

10. Public Hearing

A. Final Reading - Interim Ordinance prohibiting acceptance, consideration, or consent for applications related to the location of personal communication antenna on utility structures

Community Development Director Jim Hartshorn gave an overview. As discussed at the March 27, Open Council meeting, personal communication providers are now requesting to locate cell antennae on utility poles, etc. within right-of-ways. Staff recently received a similar request. Although existing code would require a building permit, it is staff's opinion that the existing language should be reviewed to determine if additional regulations are needed.

Staff is recommending that the City approve an interim ordinance prohibiting new communication towers and antennas for a period of 12 months. The moratorium will allow the City time to consider changes to the Zoning Ordinance and City Code.

The public hearing opened at 7:03 p.m.

No one wished to speak.

The public hearing closed at 7:03 p.m.

Motion was made by Clpn. Vitelli and seconded by Clpn. Iago to approve the final reading and adopt Ordinance 17-04, an interim ordinance for the prohibition, of new communication towers and antennas to allow for the study, adoption or amendment of official controls related to the West St. Paul city code and zoning code. All members present voted aye. Motion carried.

11. New Business

A. Rental License Hearing - 188 Butler Ave E

On March 27, 2017, a provisional rental license hearing was held by City Council for the property located at 188 Butler Avenue East due to an increased number of police calls and city code violations occurring at the property.

Typically during these hearings, an open discussion occurs and the license holder either further explains the reasoning for the increased number of calls or works with the Council to establish an

appropriate mitigation plan to decrease the overall number of calls to the property. However, since the license holder failed to attend the license hearing, City Council moved to hold a rental license revocation hearing.

Staff recommendation: Upon exceeding the allowable number of city service calls, according to City Code 150.040 Subd. B, the City Council may hold a license hearing in consideration of suspension, revocation, or the conversion to a provisional license. Staff has provided a list of options for the City Council to consider.

Although Mr. Ramirez's steps to action are delayed, City staff notes that he has taken the appropriate steps to remove the source of recent problems by evicting a specific tenant (see attached eviction notice) and allowing said tenant until June 1st to vacate the residence. As a result, Staff recommends that the City Council consider adopting the attached Resolution placing the subject rental license on a Provisional license per the listed Conditions, rather than revoking the license. Staff will bring tenant issues to the Council's attention.

Staff reiterated the importance of attending the hearing to the license holder. Should the license holder be in attendance, he should be given an opportunity to be heard on the application and present relevant testimony and information to the Council.

- Property owner at 188 E. Butler and his daughter Daisy Ramirez were present and offered comment. The plan is to evict the person at this rental on June 1. They have received the unlawful detainer. They are planning to evict and stop the problems. Clpn. Vitelli told them he had requested this consideration of license revocation.
- Clpn. Bellows asked to see the eviction order from the judge/court.
- Clpn. Iago asked why the tenant was allowed to stay so long since they hadn't paid rent since last December. Daisy said her father was sympathetic to the tenant because he said his father had died. Clpn. Iago said a bad tenant is sometimes difficult to deal with but the junk outside – you need to keep your eye on the place. Clpn. Iago said it is important to us that the property is maintained and as the property owner, this is your job. When we have police calls to this property it is disturbing. This provisional license is very serious. There is no room for mistakes. You need to maintain the property. Daisy said her father understands.
- Clpn. Bellows said in looking at the documents this seems to be one of those situations that the tenant has not been cooperative. He understands there were rent payment issues and you tried to help. He would be happy to add reasonable accountability and not approve a provisional license.
- Clpn. Iago said he understands and understands helping someone but there is junk and debris and does this all belong to the tenant? Yes, this tenant has been there 15 years and it's all him. This person should be gone June 1.

Motion was made by Clpn. Bellows and seconded by Clpn. Napier to approve the rental license for 188 East Butler Avenue with reasonable conditions as outlined in the Community Development Department Council Report dated April 24, 2017 and adopted via Resolution No. 17-31. All members present voted aye. Motion carried. (This is not a provisional license being approved but rather a license with conditions.)

B. Authorize Solicitation of Bids for 2017 Bond Series A & B

Finance Director Joan Carlson gave an overview of two presale reports:

- 1) Street Improvement projects bond issue.
- 2) Robert street new construction bond issue.

These bonds would be considered in June.

Motion was made by Clpn. Bellows and seconded by Clpn. Iago to adopt Resolution No. 17-29 providing for the sale of \$4,825,000.00 General Obligation Improvement Bonds, Series 2017A as presented. All members present voted aye. Motion carried.

Motion was made by Clpn. Bellows and seconded by Clpn. Iago to adopt Resolution No. 17-30 providing for the sale of \$5,170,000.00 General Obligation Street Reconstruction Bonds, Series 2017B as presented. All members present voted aye. Motion carried.

C. Approve Sanitary Sewer I/I Private Property Assessment Agreements

Interim City Manager Schroder gave an overview and said that as part of the I/I (Inflow/Infiltration) Sewer Inspection Program, that the City began in the fall of 2008, the City Council allowed property owners to assess the cost of any sewer repairs that were required as part of the inspection program. The City Council set the terms of the assessment interest rate and time-frame at 3% over 10-years. Staff worked with the City Attorney to come up with an agreement, which property owners must sign, prior to having their I/I sewer-related repair costs assessed. The total assessment charges total \$169,421.89.

Comments:

- Retroactively we do these assessment said Director Carlson and no one has asked about them (no one on the list). It does take time from when the work is done until the final inspection.
- The funds are coming from the sewer fund and last year a part of the bond issue. Once we get the assessments going it should move forward. There is 3% interest included in these assessments. This is above what we are paying for the bonds but less than what we are paying on the street funds.

Motion was made by Clpn. Napier and seconded by Clpn. Vitelli to approve and adopt the I/I Assessment Agreement associated with the property owner as attached to these minutes. All members present voted aye. Motion carried.

D. Award Bid for Sanitary Sewer Manhole Improvements Project 17-10

Interim City Manager Schroeder gave an overview. Dakota County and MnDOT both have upcoming mill and overlay projects in the city. Oakdale Ave. (County Rd.) from Wentworth Ave. to Annapolis St. is scheduled for late this summer. Smith Avenue, Dodd Road and

Annapolis Street (MnDOT Roads) are scheduled for 2018. In advance of the new pavement, repairs are needed to 33 existing brick and block sanitary sewer manholes.

A method we have used in the past to repair structures, without completely excavating the roadway, is called form and pour. This consists of pouring a new concrete manhole inside the existing one. These sanitary sewer structures will also get new castings and I/I barriers. We have used this repair method dozens of times over the past 10 years and it's proven to be a cost effective way to extend the life of these manholes.

Plans and specifications were prepared by the City's Engineering Department. Bids for the Sanitary Manhole Improvements Project were advertised, opened and read aloud on Tuesday, April 11, 2017. Two bids were submitted. The bids are shown below along with the engineer's estimate.

Contractor	Bid Amount
Hydro-Klean, LLC	\$ 152,695
Thul Specialty Contracting, Inc.	\$ 228,235
Engineer's Estimate	\$ 179,500

Hydro-Klean, Inc. out of Des Moines, IA is the low bidder. Hydro-Klean has done dozens of "form and pour manholes" in West St. Paul.

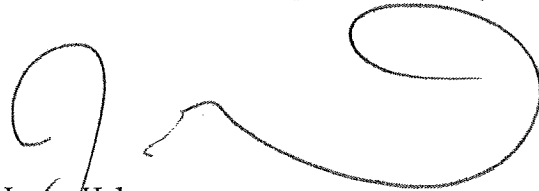
Motion was made by Clpn. Napier and seconded by Clpn. Iago to accept the bids and award the Sanitary Sewer Manhole Improvements Project 17-10 to Hydro-Klean, LLC for a contract amount not to exceed \$152,695.00 as presented. All members present voted aye. Motion carried.

12. Old Business

There was no old business to discuss or consider.

13. Adjourn

Motion was made by Clpn. Fernandez and seconded by Clpn. Vitelli to adjourn the meeting at 7:25 p.m. All members present voted aye. Motion carried.



Jenny Halverson
Mayor
City of West St. Paul

LIST OF I/I ASSESSMENT AGREEMENTS

Date: April 24, 2017

Owner Name	Site Address	PID	Assessment Amount
1 GARETH & KRISTEN J MULRANEY	934 BELLOW'S	423800031061	\$5,333.75
2 THOMAS E & JOANNE RUEDY	282 BERNARD	426575000010	\$4,476.60
3 ANDREW W & LEANNE M LARSON	299 BERNARD	424000000070	\$6,460.00
4 LINDA E BUSDIECKER & CYREAL K BURGETT	334 BERNARD	420450009010	\$5,610.00
5 DAVID KUNERT/JACOB M & BRIANA L KINHOP	941 CHARLTON	421560001060	\$3,208.75
6 MARIA SMITH	1039 CHARLTON	426575000090	\$6,885.00
7 NICHOLAS & PATRICIA RAMIREZ	1065 CHARLTON	426575000150	\$7,947.50
8 BRIDGET COLLEEN SCHWANDT	931 CHEROKEE	426995000057	\$9,095.00
9 DALE KOLB	1098 CHEROKEE	427250001250	\$4,534.75
10 GREGORY J & JENNIFER MURPHY	1231 CHEROKEE	4272500102030	\$5,333.75
11 KELL L GREEN/KEITH LANDSMAN	903 CHRISTENSEN	424320200040	\$5,246.20
12 BRIAN & REBECCA BULLEN	927 DODD	424450002070	\$7,395.00
13 PATRICK & JOANNE BOGIE	932 DODD	427360001180	\$4,882.00
14 STEVEN A & TRINA WOLFSON	265 EDITH	425670005100	\$425.00
15 DONALD BRUCE JOHNSON	290 EDITH	425670006050	\$3,910.00
16 BERNARD R JONES & KIMBERLY A JONES	296 EDITH	425670006040	\$3,759.12
17 JUDITH A O'DONNELL & FLOYD M CHILD	347 EDITH	425670004130	\$3,882.37
18 RICHARD & ANN MARIE ENDRIS	360 EDITH	425670007070	\$5,312.50
19 BETH WALLACE CHARAN	416 EMERSON AVE W	425670002030	\$4,947.00
20 JANICE L BANASZEWSKI & JILLIAN LEE BANASZEWSKI	980 GALVIN	420180033040	\$5,015.00
21 DAVID L & CAROL SCHOENECK	1325 MANOMIN	426720005060	\$4,303.55
22 PATRICIA A NITTI	942 OHIO	421560001090	\$5,108.50
23 TOMAS SILVA	967 OHIO	424000000030	\$4,307.20
24 SCOTT D CESAFSKY & ERICA L BALDWIN	970 OHIO	427140000080	\$4,862.00
25 LYNNE HED	980 OTTAWA	423495002180	\$5,858.20
26 CHARISSA GILES & ERIC LARSEN	1015 ROBERT ST S	424810009040	\$2,958.00
27 TERRI THAO	1039 ROBERT ST S	424810009080	\$5,440.00
28 TWINS VENTURE LLC	1152 ROBERT ST S	420170061012	\$5,400.90
29 JUNG SOON YU & YOUNG GEUN YU	1918 ROBERT ST S	426345007120	\$5,482.50
30 DOUGLAS R & JOHANNA NELSON	962 SEMINOLE	421910003210	\$4,653.75
31 MICHELLE DOSE	967 SEMINOLE	420180029050	\$5,427.25
32 MARK F & KAREN L KOSTOHRIS	1112 SEMINOLE	420180025030	\$6,604.50
33 BIG SKY INVESTMENTS INC	130 THOMPSON	42020041030	\$5,376.25
TOTAL			\$169,421.89

Ord. No. 17- 04

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

**AN INTERIM ORDINANCE FOR THE PROHIBITION
OF NEW COMMUNICATION TOWERS AND ANTENNAS TO
ALLOW FOR THE STUDY, ADOPTION OR AMENDMENT OF OFFICAL
CONTROLS RELATED TO THE CITY CODE AND ZONING CODE**

WHEREAS, the purpose and intent of this Ordinance is to prohibit the permitting and construction of new communication towers and antennas during the City's study and planning activities related to current communication tower and antenna regulations as well as the City's analysis of technology advances of amateur radio communications, government and emergency radio communications, and private cellular telecommunications and small cell deployments and the inherent need for towers and antennas to support communication technologies. This Ordinance prohibits the permitting and construction of new communication towers, antennas and related facilities during the City's planning processes. This Ordinance is also intended to facilitate the study, adoption or amendment of official controls related to communication towers and antennas in the City Code and Zoning Ordinance; and

WHEREAS, Minnesota Statutes, Section 462.355, Subdivision 4, authorizes municipalities to adopt interim ordinances to regulate, restrict or prohibit any use, development, or subdivision for the purpose of protecting the planning process and the health, safety and welfare of its citizens; and

WHEREAS, City Staff is currently studying, reviewing and considering requesting the Council to implement and adopt a right of way ordinance to address all public utilities and users of rights of way, including telecommunication facilities; and

WHEREAS, the City's planning process has identified the need to analyze various interrelated planning factors to facilitate the zoning regulation of communication towers and antennas in various zoning districts, including rights of way, and related new communication technologies.

THE CITY COUNCIL OF THE CITY OF WEST ST. PAUL DOES ORDAIN:

SECTION 1. INTERIM ORDINANCE. Any new communication tower, including but not limited to amateur radio communication towers, government and emergency radio communication towers, and private cellular telecommunication towers and antennas (hereinafter defined as "Communication Facilities") shall be prohibited for a period of one year from the effective date of this Ordinance or until the City Council adopts regulations or amendments for such Communication Facilities, whichever occurs first. During the interim ordinance period:

- a. No building permit applications for Communication Facilities shall be accepted or issued by the City;

- b. No planning applications for Communication Facilities shall be accepted or approved by the City; and
- c. No Comprehensive Plan amendment applications if said Comprehensive Plan amendment is related to an application for Communication Facilities shall be accepted or approved by the City; and
- d. No right of way permits for Communication Facilities shall be accepted or approved by the City.

SECTION 2. STUDY. During the period of this Interim Ordinance, the Planning Commission and/or the City Council shall direct the City staff to study the required planning factors for the timely amendment or confirmation of the official controls related to the Communication Facilities.

SECTION 3. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The City is adopting a moratorium for up to one year on applications for telecommunication facilities, including telecommunication towers and antenna in order to properly study these uses and ensure appropriate zoning and regulatory provisions are in place.

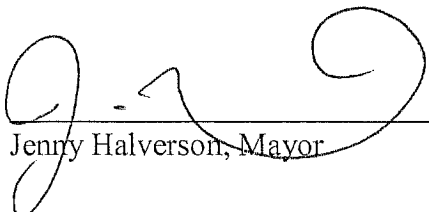
SECTION 4. City Staff is directed to conduct a study to gather information and make a recommendation to determine how the Zoning Ordinance and City Code need to be amended regarding these uses to better protect public health, safety and welfare of the citizens of West St. Paul.

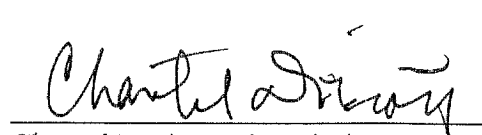
SECTION 5. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this 24 day of April, 2017.

Ayes: 5 Nays: 0

Attest:


Jenny Halverson, Mayor


Chantal Doriott, City Clerk

Resolution No. 17-29

Council Member Bellows introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$4,825,000 GO Improvement Bonds, Series 2017A**

- A. WHEREAS, the City Council of the City of West St. Paul, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$4,825,000 GO Improvement Bonds, Series 2017A (the "Bonds"), to finance the 2017 road reconstruction projects in the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West St. Paul, Minnesota, as follows:

1. Authorization: Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting: Proposal Opening. The City Council shall meet at 6:30 p.m. on May 22, 2017, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member Iago and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

Councilmembers Vitelli, Iago, Napier, Bellows, Fernandez
and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 24th day of April, 2017.

Charlil Donon

City Clerk

Resolution No. 17-30

Council Member Bellows introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$5,170,000 General Obligation Street Reconstruction Bonds, Series 2017B**

- A. WHEREAS, the City Council of the City of West St. Paul, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$5,170,000 General Obligation Street Reconstruction Bonds, Series 2017B (the "Bonds"), to reimburse expenditures for improvements to South Robert Street in the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West St. Paul, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 6:30 p.m. on May 22, 2017, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member Iago and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

Council members Iago, Bellows, Napier, Vitelli, Fernandez
and the following voted against the same: none

Whereupon said resolution was declared duly passed and adopted.

Dated this 24th day of April, 2017.



City Clerk

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 17-31

**RESOLUTION APPROVING THE RENTAL LICENSE
OF 188 BUTLER AVENUE EAST.
FOR A RENTAL LICENSE WITH CONDITIONS**

WHEREAS, Liborio Ramirez (the "Owner") owns a licensed triplex rental property located at 188 Butler Avenue East (the "Property"); and

WHEREAS, the Council is concerned about the Owner's ability to manage rental properties based on the volume of calls for service to the Property; and

WHEREAS, on March 29, 2017, the City provided notice to the Owner that due to excessive police calls and nuisance activity associated with tenants occupying rental units at the Property, that pursuant to City Code Section 150.040 the Council would consider taking action against the Owner's Licenses including suspension, revocation, adding conditions, or converting the Licenses to Provisional Licenses; and

WHEREAS, on April 27, 2017, the City Council held a hearing and considered the License under the ownership of Liborio Ramirez, during which the City presented its evidence and the Owner was given an opportunity to be heard; and

WHEREAS, following the hearing, after considering all evidence presented, the Council desires to approve the License at 188 Butler Avenue East to a License with conditions until the Property's next renewal deadline in April of 2018; and

NOW THEREFORE, BE IT RESOLVED, that the City Council approves the rental dwelling license under the ownership of Liborio Ramirez at 188 Butler Avenue East to rental License with the following conditions:

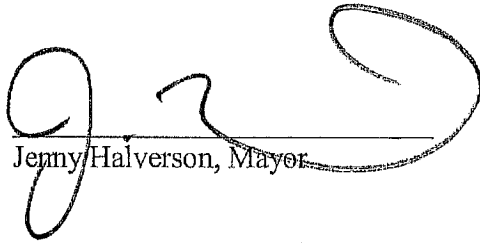
- 1) Any and all current/future adult person(s) living at the Owner's units must sign a lease and any required addendum(s) and the Owner must provide a copy of said documents to the City within 60 days. No more than three unrelated persons may reside in any unit;
- 2) The owner shall employ the services of a professional third party vendor to conduct background checks on prospective tenants, and provide a copy of all background checks to the City within 60 days of performing said background check;
 - i. The Owner shall develop and utilize a city approved Application Qualification Criteria policy to identify tenants to be accepted or denied;
- 3) The Owner will have no unresolved code violations;

- 4) The Owner will complete phase one of the Crime Free Rental-Housing Training within six months or as soon as the training becomes available, whichever is shorter. The Owner shall provide a copy of the certificate of completion within 60 of the completion of the class;

Adopted by the City Council of the City of West St. Paul this the day of April 24, 2017.

Ayes: 5 Nays: 0

Attest:



Jenny Halverson, Mayor



Chantal Doriott, City Clerk